

Community and Public Works Planning Committee (CAPP) Meeting
Tuesday, February 15th, 2011
5:00 P.M. Town Hall

Attendance: Aimee Baxter (Chair), D. Schuppe, Linda Fuller, Red Eldred, Beth Alsgaard, Anne Lacy

Others in Attendance: Jennifer Croonborg-Murphy, Zoning Administrator

Members Absent: Ed Kale, Chris Wolfe and Mary Ross (Alternates)

1. Roll Call: A. Baxter called the meeting to order at 5:15. Roll Call was taken and A. Lacy agreed to take minutes.

Those in attendance: Audience: Jennifer Croonborg-Murphy

2. Minutes for Approval: D. Schuppe moved to accept the minutes from January 10th meeting. L. Fuller, second. **MC**

3. CAPP Member Terms to be Filled: A. Baxter reported that no one has signed up to fill the two vacant memberships.

4. Parks Survey and Ten Year Master Plan Update: A. Baxter informed the group of Town Board request that CAPP make two other agenda items a priority: 1. Comprehensive Plan, Goal #10, Action Item #3 (Recognition of contributing community members) and 2. Acquisition of Private Roads Policy. A. Baxter reported that no additional surveys have been submitted to Town Hall.

5. Discussion/Possible Recommendation to Town Plan Commission regarding the Town of La Pointe Conditional Use Permit (CUP) Application for Expansion/Upgrade of Big Bay Town Park Campground:

A. Baxter asked J. Croonborg-Murphy to inform CAPP members of the Town Planning Commission's (TPC) upcoming consideration of CUP for Big Bay Town Park. Jen explained that she attended tonight's meeting because she believes that CAPP and TPC should work together. CAPP is a citizen planning committee and TPC is a planning commission. Both have responsibility of planning. CAPP members thanked J. Croonborg-Murphy for attending and turned to her for legalities during following inquiry of facts and discussion among CAPP members:

- Facts: Big Bay Town Park is designated as a park. It is functioning under a non-conforming use category, which was established before La Pointe wrote its own zoning code. According to state statutes and La Pointe zoning ordinance, if changes are made to Town Park (additional sites or bathrooms), it would require a CUP, even if it was zoned as "special park".
 - Process for CUP: When application is received by TPC, they determine whether application is complete. If it's complete, a public hearing must be scheduled within 30 days. After considering everything from drainage/water pollution to noise levels, TPC is required to make a decision within 30 days after public hearing.
 - Town Board makes the final decision.
- Questions Posed: Isn't it the job of CAPP to look at how this new park plan fits into our Comprehensive Plan? Shouldn't that happen before work begins?
- How do you know whether or not the "[e]stablished character and quality of the area" would be substantially impaired (p. 5 of CUP application) and whether or not the park expansion would create "...no foreseeable substantial impairment or diminishment of the residential/park & campground/agricultural uses as a result of the establishment, maintenance, or operation of the conditional use?" (p. 5 CUP)

- Why 22 additional RV sites? Is there any data on how many the State Park turns away? What happened to CAPP's initial recommendation that the second phase of this proposed park plan be reviewed, revised? CAPP questioned the number of RV sites (22) at first look (September 13 Meeting).
- Rough estimate of number of people staying at proposed RV "campsites" during height of season is 88 (Est. 4/RV), not to mention dogs. Considering possibility of noise, lights, music, sound and fumes from motors running (generators for air conditioning, etc.) how will those factors be supervised?
- Are we trying to satisfy everyone, or enhance the experience?
- What will the cost be, and the projected revenue?
- Safety Concerns: Day parking should be on east side of County H.

Motion: R. Eldred made a motion to request the Town Board to withdraw the application for special exception for reduced setbacks and conditional use permit for Big Bay Town Part for the following reasons:

1. Allow C.A.P.P. sufficient time to review the engineering and site plans and make specific recommendations that can be incorporated in the Big Bay Town Park Management Plan prior to the CUP process.
2. Allow for scheduling the public hearing required by the CUP process to be held during a time period when maximum participation can be expected by residents, land owners, users and other stakeholders
3. Allow C.A.P.P. sufficient time to incorporate the Big Bay Town Park Management Plan into the Town of La Pointe Park and Recreation Plan update and Comprehensive Plan formal review scheduled for this year.

A. Baxter seconded. **MC**

6. Reports from ad hoc committees:

- A. Affordable Housing:** A. Baxter (Chair, Affordable Housing Committee) Nick Nelson, and Greg Nelson (Town Board Chair) sent letters in support of grant to develop 4-plex for affordable housing through Ashland County Housing Authority. Letters were sent February 8th to Meryl Lesch, Wisconsin Department of Commerce.
- B. Alternative Energy:** Nothing new at this time (D. Schuppe left around 7:00)

7. Draft of Resolution or Ordinance to create a program to annually recognize contributions of those who help make the Town a great place to live, as per Comprehensive Plan Goal # 10:

B. Alsgaard moved that we **table item # 7**. A. Baxter seconded. **MC**

8. Determine a policy of transfer for all remaining private roads within Town of La Pointe that might request a transfer for Town maintenance.

There was discussion regarding all the variables, and what factors go into the decision. Further discussion and/or draft of policy will be set for next meeting.

9. Next Meeting and Agenda: Agenda for next meeting will be the same as this (Feb. 15th) meeting. Next meeting set for Feb. 28th 6:00 P.M. at Town Hall

10. Adjourn: A. Baxter **moved to adjourn** at 7:30 P.M. L. Fuller second **MC**

Minutes approved as presented on March 7, 2011